



COUNTY OF SAN LUIS OBISPO

DEPARTMENT OF GENERAL SERVICES

COUNTY GOVERNMENT CENTER • SAN LUIS OBISPO, CALIFORNIA 93408 • (805) 781-5200

DUANE P LEIB, DIRECTOR

REQUEST FOR PROPOSAL PS- #954 MODULAR FURNITURE

April 24, 2007

The County of San Luis Obispo is currently soliciting proposals for professional services for Modular Furniture.

Each proposal shall specify each and every item as set forth in the attached specifications. Any and all exceptions must be clearly stated in the proposal. Failure to set forth any item in the specifications without taking exception, may be grounds for rejection. The County of San Luis Obispo reserves the right to reject all proposals and to waive any informalities.

If your firm is interested and qualified, please submit five [5] copies of your proposal by 5:00 p.m. on May 8, 2007 to:

County of San Luis Obispo
Phill Haley, Central Services
1087 Santa Rosa Street
San Luis Obispo, CA 93408

If you have any questions about the proposal process, please contact me. For technical questions and information contact Creed Bruce at (805) 781-4154.

PHILL HALEY
Buyer - Central Services Division
phaley@co.slo.ca.us

TO: ALL PROSPECTIVE PROPOSERS
SUBJECT: LOCAL PROPOSERS PREFERENCE

The County of San Luis Obispo has established a local vendor preference. All informal and formal Request for Proposals for contracts will be evaluated with a 5% preference for local vendors. Note the following exceptions:

- Those contracts which State Law or, other law or regulation precludes this local preference.
- Public works construction projects.

A "local" vendor will be approved as such when, 1) It conducts business in an office with a physical location within the County of San Luis Obispo; 2) It holds a valid business license issued by the County or a city within the County; and 3) Business has been conducted in such a manner for not less than six (6) months prior to being able to receive the preference.

As of March 3, 1994 individual County Buyers evaluate RFP's (Request For Proposals) considering the local vendor preference described above. The burden of proof will lie with proposers relative to verification of "local" vendor preference. Should any questions arise, please contact a buyer at (805) 781-5200. All prospective proposers are encouraged to quote the lowest prices at which you can furnish the items or services listed in County proposals.

	YES	NO
Do you claim local vendor preference?		
Do you conduct business in an office with a physical location within the County of San Luis Obispo?		
Business Address: _____		
Years at this Address: _____		
Does your business hold a valid business license issued by the County or a City within the County?		
Name of Local Agency which issued license: _____		

Business Name:_____

Authorized Individual:_____
Title:_____

Signature:_____
Dated: _____

PROPOSAL SUBMITTAL AND SELECTION

1. All proposals, consisting of five, (5) copies must be received by mail, recognized carrier, or hand delivered no later than 5:00 p.m. on May 8, 2007. Late proposals will not be considered.
2. All correspondence should be directed to:

San Luis Obispo County
Department of General Services
1087 Santa Rosa Street
San Luis Obispo, CA 93408
ATTENTION: PHILL HALEY
Telephone: 805-781-5904
3. Costs of preparation of proposals will be borne by the proposer.
4. It is preferred that all proposals be submitted on recycled paper, printed on two sides.
5. Selection of qualified proposers will be by an approved County procedure for awarding professional contracts.
6. This request does not constitute an offer of employment or to contract for services.
7. The County reserves the option to reject any or all proposals, wholly or in part, received by reason of this request.
8. The County reserves the option to retain all proposals, whether selected or rejected.
9. All proposals shall remain firm for sixty, (60) days following closing date for receipt of proposals.
10. The County reserves the right to award the contract to the firm who presents the proposal which in the judgment of the County, best accomplishes the desired results, and shall include, but not be limited to a consideration of the professional service fee.
11. Selection will be made on the basis of the proposals as submitted. The Selection Committee may deem it necessary to interview applicants. The County retains the right to interview applicants as part of the selection process.
12. The proceedings of the Selection Committee are confidential. Members of the Selection Committee are not to be contacted by the proposers.

PROPOSAL FORMAT

A qualifying proposal must address all of the following points:

1. Project Title
2. Applicant or Firm Name
3. Firm Qualifications
 - a. Type of organization, size, professional registration and affiliations.
 - b. Names and qualifications of personnel to be assigned to this project.
 - c. Outline of recent projects completed that are directly related to this project. Consultant is required to demonstrate specific design and project expertise relating to the requirements of the Project Scope.
 - d. Qualifications of consultants, subcontractors, or joint venture firm, if appropriate.
 - e. Client references from recent related projects, including name, address and phone number of individual to contact for referral.
4. Understanding of and Approach to the Project
 - a. Summary of approach to be taken.
 - b. Description of the organization and staffing to be used for the project.
 - c. Indication of information and participation the proposer will require from County staff.
 - d. Indication of time frame necessary to complete the plan review once a Notice to Proceed is issued.
5. Fees and Insurance
 - a. Propose total fixed fees to complete project as described under Project Scope.
 - b. The selected Consultant will be required to provide insurance coverage in the amount of \$1,000,000 General Liability Insurance. This amount of insurance coverage shall be reflected in your estimated professional fee.
 - c. The Consultant shall provide within five (5) days after the Notice of Award is issued a certificate of liability insurance naming the County of San Luis Obispo and its employees and officers as additionally named insured. This shall be maintained in full force and effect for the duration of the contract and must be in an amount and format satisfactory to the County.

00010 INVITATION TO PROPOSERS

1. PROJECT IDENTIFICATION

Notice is hereby given that proposals will be received by the San Luis Obispo County Department of General Services, 1087 Santa Rosa St., San Luis Obispo, CA 93408, until 5:00 P.M. on Friday, May 8, 2007 for Provide Modular Furniture for the Health Campus Renovations #320002.

2. DESCRIPTION OF THE WORK

- A. The Proposer shall provide a complete furniture system as described on the Parts List and shown on drawing F-1.
- B. This RFP shall be for SUPPLYING the product listed in the parts list and represents approximately 40 modular workstations for the County's Health related staff offices. The estimated total purchase will be 80 workstations with the remaining product to be purchased in the course of 2 additional phases that will be based on the unit prices listed in the proposal.
- C. The project will require close coordination with General Services, Project Coordinator, the client(s) management and staff facility personnel, consultants, contractors and other members of the project team to ensure completeness and continuity of services.
- D. Product shall be delivered to the County warehouse at the County Operations Warehouse 1475 Kansas Ave. San Luis Obispo, CA 93401. Delivery times shall be between 8:30 AM and 3:30 PM. 24 hour notice shall be given before delivery to: Creed Bruce at (805) 781-4154.
- E. Installation shall be by others and is not a part of this RFP.
- F. The acceptance of the proposal and order of product will be no sooner than May 11, 2007. Delivery of the product shall be no later than June 8, 2007.

3. PROPOSAL REVIEW AND SELECTION PROCESS

- A. Proposals will be evaluated by a panel of professional staff members from the county and, potentially, other resource planning agencies. An initial comparative rating will be done based on the following criteria:
 - 1. Quality of proposal/responsiveness to RFP
 - 2. Knowledge and experience in providing furniture on the same scope.
 - 3. Experience in San Luis Obispo County
 - 4. Quality of previous work products
 - 5. Accessibility
 - 6. Cost competitiveness
- B. Subsequent evaluation of the highest ranked proposals will be based on collective consideration of the criteria.
- C. The final selection of the consultants will be contingent upon successful contract negotiations.

4. PROPOSAL OPENING

- A.** All proposals must be addressed to:

Phill Haley
Department of General Services, County of San Luis Obispo, and delivered to
1087 Santa Rosa St., San Luis Obispo, CA 93408, and shall bear the Project
Title, Project Number(s) and Name of the Proposer.

- B.** The Proposer must satisfy themselves by personal examination of the location of the proposed work and delivery of product. It is the sole responsibility of the proposer to ensure that their proposal is received in proper time and at the proper location. Any proposal received after the scheduled closing time for receipt of proposals shall be returned to the bidder unopened.

00100 INSTRUCTIONS TO PROPOSERS

1. PROPOSAL REQUIREMENTS

A. Proposal shall consist of:

1. Experience and references of proposer.
2. Years experience of manufacturing of product.
3. Bid form with attached product list.
4. Are any substitutions anticipated.
5. Firm that will manufacture product, if different than proposer.

2. INTERPRETATION OF CONTRACT DOCUMENTS: If any proposer is in doubt as to the true meaning of any part of the Plans, Specifications, or other Contract Documents, or finds discrepancies in, or omissions from the Plans or Specifications, they may submit to the County Capital Projects Coordinator, listed above, a written request for an interpretation or correction thereof not less than five (5) working days prior to the date proposals are to be opened. The person submitting the request will be responsible for its prompt delivery. Any interpretation or correction of the Contract Documents will be made only by Addendum and will be mailed, faxed or delivered to each proposer listed in the Department of General Services as receiving a set of such documents for the project. The County will not be responsible for any other explanation or interpretation of the Contract Documents.

3. PROPOSER'S REPRESENTATION: No person, firm, or corporation shall be allowed to make or file or be interested in more than one proposal for the same Work, unless alternate proposals are called for. A person, firm, or corporation submitting a sub-proposal to a proposer, or who has quoted prices on materials to a proposer, is not thereby disqualified from submitting a sub-proposal or quoting prices to other proposer.

4. PROPOSING PROCEDURES: In order to receive consideration, all proposals shall be made in accordance with the following instructions:

- A. Proposal Form:** Proposals shall be made upon the form provided therefore, properly executed and with all items filled out; numbers shall be stated both in writing and in figures, the signature of all persons signing shall be in longhand.
- B. Addenda:** Any Addenda issued before the time in which to submit proposals expires shall form a part of the Contract Documents and shall be covered in the proposal. Each proposer shall confirm receipt of any and all addenda in the space provided in Paragraph 1 of the proposal Form.
- C. Delivery and Sales Taxes:** Proposer shall include in their Proposal delivery cost and all Federal, State and Local taxes of whatever nature in connection with material to be furnished to the County. Absolutely no extras shall be allowed for such by the County.

5. WITHDRAWAL OF PROPOSALS

- A. Withdrawal of Proposals prior to Proposal Opening:** Any Proposer may withdraw their proposal, either personally or by a written request, at any time prior to the scheduled time for opening of proposals, as allowed in State Public Contract Code.

- B. Withdrawal of Proposals after Proposal Opening: No proposer shall withdraw their proposal for a period of **Ninety (90)** days after the date set for the opening thereof.
- C. Relief of Proposer Due to Clerical Error: A Proposer may not be relieved of their proposal unless by consent of the awarding authority.

00300 PROPOSAL FORM

TO: The County of San Luis Obispo, State of California, as Owner herein called the County:

PROPOSAL

1. BASE PROPOSAL

Pursuant to and in compliance with your Invitation to Proposers and Contract Documents relating to the project Provide Modular Furniture for the Health Campus Renovations – # 320002, including Addenda Nos. _____ the undersigned proposer, having become thoroughly familiar with the terms and conditions of the Contract Documents and the time stated in strict accordance with the Contract Documents.

Proposal sum of:

_____ Dollars (\$ _____)
(From Parts List Total)

Attach part list and total.

Name: _____

Address: _____

Phone: _____

E-Mail: _____

Signature: _____

MODULAR FURNITURE**SECTION 01330****SUBMITTAL PROCEDURES****PART 1 GENERAL****1.01 DESCRIPTION**

- A. To ensure that specified products are furnished in accordance with Drawings and Specifications, transmittal procedures have been established for submittals for review by the County.
- B. Make all following submittals in strict accord with provisions of this Section and with requirements of the General Conditions of the Contract for Construction.
 - 1. Product Certification.
 - 2. Descriptive Data/Material Lists.
 - 3. Samples.
 - 4. Substitutions.

PART 2 PRODUCT**2.01 PRODUCT CERTIFICATIONS**

- A. Where specifically indicated by pertinent Specification Sections, submit proper certification by recognized producer or association. Certifications shall attest to product's compliance with requirements of Contract Documents.

2.02 PRODUCT DATA/MATERIAL LISTS

- A. Manufacturer's Standard Schematic Drawings:
 - 1. Modify drawings to delete information which is not applicable to Project.
 - 2. Supplement standard information to provide additional information applicable to Project.
- B. Manufacturer's catalog sheets, brochures, diagrams, schedules, performance charts, illustrations and other standard descriptive data:
 - 1. Clearly mark each copy to identify pertinent materials, products or models.
 - 2. Show dimensions and clearances required.
 - 3. Show performance characteristics and capacities.
 - 4. Include calculations when applicable.

MODULAR FURNITURE**2.03 SAMPLES**

- A. Physical examples to illustrate materials, equipment or workmanship, and to establish standards by which completed work is judged.
- B. Where size of samples is not specified, office samples should be of sufficient size and quantity to clearly illustrate:
 - 1. Functional characteristics of product or material, with integrally related parts and attachment devices.
 - 2. After review, samples may be used in construction of Project.

2.04 SUBSTITUTIONS

- A. County's Acceptance required:
 - 1. Contract is based on materials, equipment and methods described in Contract Documents.
 - 2. County will consider proposals for alternative materials, equipment and methods only when such proposals are accompanied by full and complete technical data and all other information required by County to evaluate proposed substitution.
 - 3. Do not use alternative materials, equipment or methods unless such substitution has been specifically accepted for this work by the County.
 - 4. For product Substitution Requests, each such request shall include:
 - a. Product identification, including manufacturer's name and address.
 - b. Manufacturer's literature including product description, performance and test data, and reference standards.
 - c. Samples.
 - d. For construction method Substitution Requests, each such request shall include:
 - e. Detailed description of the proposed methods.
 - f. Drawings illustrating methods.
 - 5. Each Substitution Request shall include an itemized comparison detailed in a side by side tabulation of the proposed substitution with the product or method specified.
- B. Coordination: Acceptance of substitution shall not relieve Contractor from responsibility for compliance with all requirements of the Drawings and Specifications, and Contractor shall be responsible at Contractor's own expense for changes in other parts of Contractor's work or work of others which may be caused by acceptance of substitution.

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- C. Submit separate request for each product and support each request with:
 - 1. Product identification.
 - 2. Manufacturer's literature.
 - 3. Samples, as applicable.
 - 4. Comparison of proposed product with specified product.
 - 5. Name and address of similar projects on which product has been used, and date of installation.
- D. Substitute products shall not be ordered without written acceptance of the County.
- E. The County will determine acceptability of proposed substitutions (alternatives) and reserves the right to reject proposals due to insufficient information.

PART 3 EXECUTION

- A. Identification: Identify submittals with names and location of Project, name of Contractor and work order and Contract numbers.
 - 1. Submittals shall be accompanied by letter of transmittal addressed to County, to parties as identified in County's letter of instruction to be issued to Contractor at start of Project.
 - 2. Each submittal shall be consecutively numbered and shall contain list of items submitted, properly identified as to drawing numbers, Specifications Section or other identification.
 - 3. Submittals not adequately identified will be returned to Proposer for correction and resubmittal.
- B. County will review submittals for conformance with contract documents: Acceptance by County covers only such conformance. Effort will be made by County to discover errors, but responsibility for accuracy and correction and resubmittal shall be the Proposer's.
- C. Acceptance of submittals will be general and shall not relieve Proposer from responsibility for proper fitting and construction of Work, nor from furnishing materials and work required by Contract which may not be indicated on submittals.
- D. No portion of work requiring submittals shall be commenced until submittal has been accepted by County. All such portions of work shall be in accordance with accepted submittals.
- E. Number of copies required by County: Provide copies as follows; or greater quantity where so specified in individual Specification Sections. Add number of copies required by Proposer for Contractor's distribution to the following numbers:

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1. Certification: 3 copies
2. Shop Drawings: Reproducible transparencies - one transparency of each original drawing, and 6 prints of each transparency.
3. Product Data/Material Lists: 6 copies
4. Samples: As specifically indicated in pertinent Specification Section.
5. Samples for Color/Pattern Selection. One set of manufacturer's complete range for initial selection: and additional samples as requested of selected color/pattern for inclusion in final color schedule.
6. Substitutions: 6 copies of required related data and information.

F. Submittals shall include:

1. Date and revision dates.
2. Project title and work order number.
3. Names of Contractor, subcontractor and supplier or manufacturer.
4. Identification of product or material.
5. Relation to adjacent structure or material.
6. Field dimensions, clearly identified as such.
7. Consecutive submittal number.
8. Blank space for County's stamp.
9. Proposer's stamp, initialed or signed, certifying to review of submittal, verification of compliance with contract.

MODULAR FURNITURE**SECTION 01600****PRODUCT REQUIREMENTS****PART 1 GENERAL****1.01 REQUIREMENTS INCLUDED**

A. This Section describes basic requirements governing products including:

1. Quality.
2. Manufacturers' instructions.
3. Transportation and handling.
4. Storage and protection.

1.02 RELATED REQUIREMENTS

A. Submittal Procedures.

1.03 PRODUCTS

- A. Comply with specifications and referenced standards as minimum requirements.
- B. Components required to be supplied in quantity within a Specification Section shall be of the same type, made by the same manufacturer, and shall be interchangeable.
- C. Reference to materials or methods of construction by name and catalog number is done to establish standards of quality, design, utility, suitability, and cost, and shall not be construed as limiting competition.
- D. All products not conforming to the requirements of the Specifications will be considered as defective, and such products will be rejected, whether in place or not. Remove such products immediately from the site of the Work.
- E. Materials and equipment, for which Underwriter's Laboratories, Inc. standards have been established and their label service is available, shall bear the appropriate UL Label.
- F. Where the words "or equal" are used following trade names, patented products, or proprietary products or methods, they shall be deemed to read "or equal in quality, design, utility and suitability"; as solely determined by the County. Where such trade names, products, or methods are without the use of the words "or equal", they shall be deemed to be followed by the words "or equal in quality, design, utility and suitability" as solely determined by the County.
- G. Materials and methods of equal standards will be accepted for use if first deemed equal, and approved by the County.

MODULAR FURNITURE**1.04 QUALITY ASSURANCE**

- A. Comply with industry standards except when more restrictive tolerances or requirements indicate more rigid standards or greater quality.
- B. Perform work by persons qualified to produce specified quality.

1.05 MANUFACTURERS' INSTRUCTIONS

- A. When work is specified to comply with manufacturers' instructions, submit copies as specified in Section 01330, distribute copies to persons involved, and maintain one set in field office.
- B. Perform work in accordance with details of instructions and specified requirements. Should conflict exist between Specifications and instructions, consult with Project Director.

1.06 TRANSPORTATION AND HANDLING

- A. Transport products by methods to avoid product damage, deliver in undamaged condition in manufacturer's unopened containers or packaging.
- B. Provide equipment and personnel to handle products by methods to prevent soiling or damage.
- C. Promptly inspect shipments to ensure that products comply with requirements, quantities are correct, and products are undamaged.
- D. Promptly remove damaged and defective products from the site and replace at no increase to Contract Sum.

1.07 STORAGE AND PROTECTION

- A. Store products in accordance with manufacturer's instructions, with seals and labels intact and legible. Store sensitive products in weathertight enclosures; maintain within temperature and humidity ranges required by manufacturer's instructions.
- B. Arrange storage to provide access for inspection. Periodically inspect to assure products are undamaged and maintained under required conditions.

MODULAR FURNITURE**SECTION 01630****PRODUCT OPTIONS AND SUBSTITUTIONS****PART 1 GENERAL****1.01 Summary**

- A. Work Included: Work substituted for Work specified shall meet the requirements of this Section. Submitters must use this form -no other forms will be accepted.

1.02 RELATED REQUIREMENTS

- A. Submittal Procedures.
- B. Product Requirements.

1.03 SPECIFIED WORK:

- A. Proposers Options:
 - 1. Product specified only by reference standards: Select any product meeting standards.
 - 2. Product specified by naming several products and/or manufacturers: Select any product and/or manufacturer named.
 - 3. Product specified by naming several products and/or manufacturers and reference standards: Select any product meeting standards. Product and/or manufacturer names indicate products and/or manufacturers, which meet standards.
 - 4. Product specified by naming only product: Select product specified.
 - 5. Product specified by naming one or more products and stating "or equal to" or "approved equivalent" with the specified product: Select any product named or submit request for substitution for any product not specifically named in accordance with Section 01630 -Substitution Request, Article1.5.

1.04 SUBSTITUTION REQUEST:

- A. Cost to proposer for review of Substitution Request:
 - 1. No cost.
- B. Content of Request:
 - 1. Complete the attached Substitution Request Form. Submitters must use this form -no other forms will be accepted.
 - 2. For products, attach to the Substitution Request Form:
 - a. Product identification, including manufacturer's name and address.

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- b. Manufacturer's literature including product description, performance and test data and reference standards.
 - c. Samples.
 - 3. Attach to the Substitution Request Form an itemized comparison detailed in a side by side tabulation of proposed substitution with product or method specified.
- C. In making request for substitution, Proposer attests that:
 - 1. Proposer has personally investigated proposed product or method, and determined that it is equal or superior in all respects to that specified.
 - 2. Proposer will provide the same guarantee or warranty for substitution as for product or method specified.
 - 3. Proposer will coordinate installation of accepted substitution into Work, making such changes as may be required for Work to be complete in all respects.
 - 4. Proposer waives all claims for additional costs related to substitution, which subsequently become apparent.
- D. Submit 3 copies of substitution request prior to submittals required in accordance with Section 01330- SUBMITTAL PROCEDURES.

1.05 ACCEPTANCE OF SUBSTITUTIONS:

- A. Procedures:
 - 1. The Contract is based on materials, equipment and methods described in the Contract Documents.
 - 2. County will consider proposals submitted in accordance with Section 01630 - Substitution Request, Article 1.5.
 - 3. Substitutions will be considered ONLY when submitted within 3 days after acceptance of the proposal.
 - 4. County is solely responsible for judging the acceptance of substitutions.
 - a. Acceptance of a substitution does not waive the product manufacturer's responsibility for product liability. The Architect will judge for function and use only -product liability shall remain the responsibility of the product manufacturer.
 - 5. Substitute materials, equipment or methods shall not be used unless such substitution has been specifically approved for this Work by the County. Substitutions will not be considered if:
 - a. They are indicated or implied on product submittals without formal request submitted in accordance with Section 01630 -Substitution Request, Article 1.5.

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- b. Acceptance will require substantial revision of Contract Documents.
- c. They are submitted more than 3 days after date of issuance of Notice to Proceed of the Contract, unless the specified or drawing item has been verified to be discontinued or is otherwise unavailable, or the County desires a cost savings for the product or system.

PART 2 PRODUCTS**2.01 SUBSTITUTION REQUEST FORM**

See the form attached to the end of this section.

PART 3 EXECUTION**3.01 GENERAL**

The attached form can be reproduced by the Proposer for proposed substitutions. No other forms will be accepted.

SUBSTITUTION REQUEST FORM

TO:

WE HEREBY SUBMIT FOR YOUR CONSIDERATION THE FOLLOWING PRODUCT OR METHOD AS SUBSTITUTION FOR THE SPECIFIED ITEM FOR THIS PROJECT:

PROJECT: _____

SPECIFIED ITEM: _____

Section	Page	Paragraph	Description
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PROPOSED CREDIT IF ANY: _____

The Undersigned requests consideration of the following:

PROPOSED SUBSTITUTION:

Attached data Includes product description, specifications, drawings, photographs, performance and test data adequate for evaluation of the request; applicable portions of the data are clearly identified.

Attached data also includes a description of changes to the Contract Documents, which the proposed substitution will require for its proper Installation.

The undersigned certifies:

1. The proposed substitution does not affect dimensions shown on drawings or code requirements indicated.
2. The proposed substitution will have no adverse affect on other trades, the construction warranty requirements.
3. Maintenance and service parts will be locally available for the proposed substitution.
4. Attach information for a minimum of three projects where the substitution has been used locally within a 100 mile distance of this project, Including names, addresses and telephone numbers of Owners who have accepted this product into their projects.
5. Attach all cost data with explanations if different from Specified or Drawing Item. Include in that explanation a discussion on quality of proposed substitution and cost differential.
6. The undersigned will pay for any subsequent Changes in incorporating the proposed substitution that were not apparent at the time of approval into the Work, Including compensation to the Architect as described in Item 2 above.

The undersigned states that the function, appearance and quality are equivalent or superior to the specified or drawing Item.

Submitted By:

Below Is
Signature _____

for Use by Design Consultant only

Firm _____
Accepted as Noted

Accepted

Address _____

Not Accepted

Received Too Late

Date _____

By _____

Telephone _____

Date _____

Remarks _____

MODULAR FURNITURE**SECTION 10175****MODULAR FURNITURE SYSTEM****PART 1 GENERAL****1.01 DESCRIPTION**

- A. Section includes the supply of premanufactured modular furniture system including, but not limited to, panel partitions, worksurfaces, shelving, lighting and display components that are intended to be installed as a complete and functional system for commercial use.
- B. Layout and configuration is described on Sheets F-1 (for reference only). A parts list is attached for the proposers use with the proposal form.

1.02 SUBMITTALS

- A. Section 01330 - Submittal Procedures: Refer to submittal procedures.
- B. Product Data: Submit data or catalog cut sheets on system component construction, hardware, and accessories.
- C. Samples: Submit two **copies of all materials utilized** illustrating finishes, colors, fabrics and sheen.
- D. Manufacturer's Installation Instructions: Submit any special procedures or conditions requiring special attention.

PART 2 PRODUCTS**2.01 MODULAR FURNITURE SYSTEM**

- A. Manufacturers:
 - 1. Herman Miller (HMI), new
 - 2. Herman Miller replica or "clone"
 - 3. Remanufactured Herman Miller
 - 4. Substitutions: Per section 01330 submittal Procedures.
- B. Product Description: Total Compatibility with Herman Miller Action Office 2
- C. The proposer agrees to guarantee that the product and components offered will be available for future purchases for a period of not less than ten (10) years.

2.02 DESCRIPTION OF SYSTEM

- A. Finish

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1. Powder Coat painting system for all metal finished product
2. Color: Panel Trim and Connectors: Sherwin Williams SC Vanadium (SC-4794)
3. Shelving, Lights: Match Herman Miller "Medium Tone"

B. Raceway Trim

1. Color : Match Herman Miller Medium Tone

C. Fabrics: Guilford of Maine "terratex"

1. Panels: Pattern "Network" 4158; Color 031 "Putty"
Railroad the fabric on the panel.
2. Tackboards: Pattern "Anchorage" 2335; Color 2035 "Angora"
3. Flipper Doors: Pattern : "Groove 3497"; Color 010 "Graphite"
Railroad the fabric on the door.

D. Worksurfaces

1. The work surface shall be a 1 1/8"-thick particleboard core with rigid, extruded, integral-color vinyl side edges, and either a high-pressure laminate top face and laminate underside. The work surface shall have a 7/8" gap at the rear to permit cord passage.
2. Steel spacers and steel pins, for fitting the work surface onto the support arms, shall be factory-installed to the underside of the work surface. The spacers shall be installed near the back of the work surface and shall fit into the teardrop holes in the supports. The pins shall be installed near the front of the work surface and shall fit into the round holes in the supports.
3. A galvanized steel hat section shall be affixed to the underside of 60"-wide work surfaces with metal screws. It shall span the width of the surface and provide stability and prevent deflection.
4. All tops are to be new, radiused-edged work surfaces configured as shown on plans
5. 1/2" thick vinyl T-mold, depth to match thickness of worksurface, color: black
6. Provide at least one convenience notch at the back of each worksurface
7. High pressure laminate: Formica: 7737-58 "Natural Cherry"

E. Components

1. New or remanufactured Herman Miller B-Style components, or equal, including:
 - a. 15 1/2"H X 13"D Shelving and fabric-covered Flipper Door Unit
 - b. Pencil drawer, plastic

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- c. 16"H tackboard
- d. Energy-efficient task light, electronic ballast, T8 lamp, meeting California Energy code, in lengths as noted on plans

F. Work Surface Supports

- 1. Construction Right and left support arms shall be powder-coat painted, 13-gauge, high strength, low-alloy sheet steel with integral attachment hooks. Supports shall include a leveling screw. Support arms must be handed (right & left) and integral attachment hooks must have the same angle for attachment as the OEM. Surfaces 24"- to 66"-wide shall include 2 support arms; 72"- and 75 1/2"-wide work surfaces shall include 2 support arms and a center support.
- 2. Performance Data
 - a. The load limit shall be 200 pounds concentrated load.

G. Pedestals

- 1. Free standing with solid top to completely enclose drawers
- 2. New, 20-gauge steel construction
- 3. Box/Box/File or File/File configuration as shown
- 4. Powder-coated color: match Herman Miller "Light Tone"
- 5. Full extension ball bearing suspension
- 6. Box drawers to have 3/4" extension roller slides
- 7. Box drawer divider and pencil tray included
- 8. Changeable lock cores
- 9. 26 3/4"H x 15"W x 20"D

PART 3 EXECUTION**3.01 EXAMINATION**

- A. Section 01300 - Administrative Requirements: Coordination and project conditions.

3.02 QUALIFICATIONS

- A. Proposers shall have a minimum of 5 years experience in providing similar services and product of similar scope.
 - 1. Provide list of previous jobs and four (4) references with proposals.